

**B. TREATMENT OF INCOME**

**Purpose:** This section contains general rules and procedures to decide if a type of income is:

➤ **Excluded and Disregarded**

WAC 388-450-0015 Excluded and disregarded income.

WAC 388-450-0020 Income exclusions for SSI-related medical.

➤ **Unearned**

WAC 388-450-0025 Unearned income.

➤ **Earned**

WAC 388-450-0030 Earned income.

**WAC 388-450-0015 Excluded and disregarded income.**

This section applies to TANF/SFA, RCA, GA, TANF/SFA-related medical and food assistance programs.

- (1) Excluded income is income that is not counted when determining a client's eligibility and benefit level. Types of excluded income include but are not limited to:
  - (a) Bona fide loans as defined in WAC 388-470-0025, except certain student loans as specified under WAC 388-450-0035;
  - (b) Federal earned income tax credit (EITC) payments;
  - (c) Title IV-E and state foster care maintenance payments if the foster child is not included in the assistance unit;
  - (d) Energy assistance payments;
  - (e) Educational assistance as specified in WAC 388-450-0035;
  - (f) Native American benefits and payments as specified in WAC 388-450-0040;
  - (g) Income from employment and training programs as specified in WAC 388-450-0045;
  - (h) Money withheld from a client's benefit to repay an overpayment from the same income source. For food assistance, this exclusion does not apply when the money is withheld to recover an intentional noncompliance overpayment from a federal, state, or local means tested program(i.e. TANF/SFA, GA, and SSI); and
  - (i) Child support payments received by TANF/SFA recipients.
- (2) For food assistance programs, the following income types are excluded:
  - (a) Emergency additional requirements authorized to TANF/SFA and RCA clients under WAC 388-436-0001 and paid directly to a third party;

- (b) Cash donations based on need received directly by the household if the donations are:
  - (i) Made by one or more private, nonprofit, charitable organizations; and
  - (ii) Do not exceed three hundred dollars in any federal fiscal year quarter.
- (c) Infrequent or irregular income, received during a three-month period by a prospectively budgeted assistance unit, that:
  - (i) Cannot be reasonably anticipated as available; and
  - (ii) Does not exceed thirty dollars for all household members.
- (3) For food and medical assistance programs, income received from the U.S. Census Bureau as a temporary employee between February 1, 2000 and December 31, 2000 is excluded.
- (4) All income that is not excluded is considered to be part of an assistance unit's gross income.
- (5) For food assistance households not containing an elderly or disabled member, the assistance unit is ineligible if its gross income exceeds one hundred thirty percent of the federal poverty level as specified in WAC 388-478-0060.
- (6) Disregarded income is income that is counted when determining an assistance unit's gross income but is not used when determining an assistance unit's countable income. Types of disregarded income include but are not limited to:
  - (a) Earned income incentives and disregards for cash assistance; and
  - (b) Earned income disregard and income deductions for food assistance.

**WAC 388-450-0020 Income exclusions for SSI-related medical.**

This section describes the types of income which are excluded or not counted when determining how much of a client's income is compared to the income standards in WAC 388-478-0065 through 388-478-0085 to determine eligibility

- (1) The first twenty dollars per month of a client's earned or unearned income, which is not otherwise excluded in this section, is excluded. This exclusion:
  - (a) Can only be allowed once for a husband and wife; and
  - (b) Does not apply to income paid on the basis of an eligible person's needs, which is funded totally or partially by the federal government or a private

agency.

- (2) The first sixty-five dollars per month of a client's earned income, plus one-half of the remainder is considered a work incentive and is deducted from the earned income. This deduction does not apply to income already excluded in this section.
- (3) Income a client does not reasonably anticipate or which a client receives infrequently or irregularly is excluded when it is:
  - (a) Unearned and does not exceed twenty dollars per month; or
  - (b) Earned and does not exceed ten dollars per month.
- (4) A client's work related expenses including child care are excluded when they specifically enable:
  - (a) A blind client to work; or
  - (b) A permanently or totally disabled client to continue to work.
- (5) Any portion of self-employment income normally allowed as an income deduction by the Internal Revenue Service (IRS) is excluded.
- (6) Any payment a client receives for the foster care of a child who lives in the same household, is excluded when the child:
  - (a) Was placed in the client's home by a public or nonprofit child placement or child care agency; and
  - (b) Is not SSI eligible.
- (7) One-third of any payment for child support a client receives from an absent parent for a minor child, who is not institutionalized, is excluded.
- (8) A portion of an SSI-related person's income to meet the needs of an ineligible minor child living in the household is excluded when:
  - (a) The SSI-related parent is single; or

- (b) If married, the spouse does not have income (see WAC 388-450-0150 if the spouse has income); and
  - (c) The excluded amount is:
    - (i) One-half of the one person federal SSI benefit rate, as described in WAC 388-478-0055; and
    - (ii) Minus any income of the child.
- (9) Unless income is specifically contributed to the client, all earned income of an ineligible or nonapplying person, under twenty-one years of age, is excluded when this person is a student:
  - (a) Attending a school, college, or university; or
  - (b) Pursuing a vocational or technical training program designed to prepare the student for gainful employment.
- (10) A client's veteran's benefits are excluded when they are designated for the veteran's:
  - (a) Dependent; or
  - (b) Aid and attendance/household allowance and unreimbursed medical expense allowance (UME). For an institutional client see WAC 388-513-1345.
- (11) Any federal SSI income or state supplement payment (SSP), which is based on financial need is excluded.
- (12) COLA increases in Title II Social Security Administration benefits are excluded for a noninstitutionalized client when:
  - (a) Received by the client after the client's termination from SSI/SSP or;
  - (b) Received by the client's spouse or other financially responsible person living in the household during the time period after the SSI/SSP termination.

- (13) Income which causes a client to lose SSI eligibility due solely to the reduction in the SSP is excluded.
- (14) Increases in a client's burial funds, established on or after November 1, 1982, are excluded if these increases are the result of:
  - (a) Interest earned on excluded burial funds;
  - (b) Appreciation in the value of an excluded burial arrangement which is left to accumulate and become part of separately identified burial funds.
- (15) An essential expense incurred by a client to receive unearned income is excluded.
- (16) A client's refund by any public agency of taxes paid on real property or on food is excluded.
- (17) Tax rebates or special payments excluded under other statutes are excluded.
- (18) The amount of a client's EITC payment is excluded.
- (19) A fee a guardian or representative payee charges as reimbursement for providing services, when such services are a requirement for the client to receive payment of the income are excluded.
- (20) Income a client's ineligible or nonapplying spouse receives from a governmental agency for services provided to an eligible client, such as chore services, are excluded.
- (21) Certain cash payments a client receives from a governmental or nongovernmental medical or social service agency to pay for medical or social services are excluded.
- (22) Payments to certain survivors of the Holocaust under the Federal Republic of Germany's Law for Compensation of National Socialist Persecution or German Restitution Act are excluded. Any interest earned on this income is considered as unearned income, under WAC 388-450-0025.
- (23) Payments to a client under section 500 through 506 of the Austrian General

Social Insurance Act are excluded. Any interest earned on this income is considered unearned income under WAC 388-450-0025.

- (24) Payments to a client from the Dutch government, under the Netherlands' Act on Benefits for Victims of Persecution (WUV) are excluded. Any interest earned on this income is considered unearned income under WAC 388-450-0025.
- (25) Other payments excluded under federal or state law, including but not limited to those described in WAC 388-450-0015(1)(b) through (g).
- (26) Payments from Susan Walker v. Bayer Corporation, et al., 96-c-5024 (N.D. Ill.)(May 8, 1997) settlement funds are excluded as income. Any interest earned on this income is considered unearned income under WAC 388-450-0025.

**WAC 388-450-0025 Unearned income.**

This section applies to TANF/SFA, RCA, GA, TANF/SFA-related medical and food assistance programs.

- (1) Unearned income is income a person receives from a source other than employment or self-employment. Examples of unearned income include but are not limited to:
  - (a) Railroad Retirement;
  - (b) Unemployment Compensation; or
  - (c) Veteran Administration benefits.
- (2) For food assistance programs, unearned income includes the amount of cash benefits due the client prior to any reductions caused by the client's failure to perform an action required under a federal, state, or local means-tested public assistance program.

**WAC 388-450-0030 Earned income.**

Unless specifically stated, this section applies to TANF/SFA, RCA, GA, TANF/SFA-

related medical and food assistance programs.

- (1) Earned income is:
  - (a) Income a person receives in the form of cash or in-kind, which is a gain or benefit to the person, when earned as a wage, salary, tips, gratuities, commissions, or profit from self-employment activities.
  - (b) Income over a period of time for which settlement is made at one time, such as sale of farm crops, livestock, or poultry.
- (2) For food assistance programs only, income in-kind is excluded.
- (3) Earned income from self-employment is determined as specified under WAC 388-450-0080.
- (4) For TANF/SFA, RCA, GA-H, and TANF/SFA-related medical programs, earned income includes time-loss compensation as specified in WAC 388-450-0075.

## CLARIFYING INFORMATION

See the Treatment of Income Chart at the end of this section for instructions on how to treat specific types of income.

## WORKER RESPONSIBILITIES

### 1. Adoption support:

- a. For cash assistance, determine how to treat adoption support funds using the following steps:
  - (1) Call the Washington Adoption Support Program at 1-800-562-5682 to find out the amount clients receive in adoption support;
  - (2) See WAC 388-450-0055. Treat the entire adoption support payment as assistance from another agency. This assistance duplicates need.
  - (3) Determine if including the child would decrease the benefits to the AU:



- (a) Subtract the payment standard for an AU including the child from the need standard for the AU that includes the child. This is the disregard for the support;
  - (b) Subtract the disregard from the adoption support. This is the available adoption support;
  - (c) Subtract the available adoption support from the payment standard for the AU including the child. This is the grant amount with the adopted child included; and
  - (d) Compare the grant for the AU with the child to the grant for the AU without the child.
- (4) If including the child would reduce the grant, exclude the adopted child from the AU and authorize TANF-related medical for the child. See WAC 388-408-0025, Optional TANF and SFA AU Members
- (5) If you include the child in the AU, budget the available adoption support as unearned income.
- b. For food assistance, budget the **entire** adoption support as unearned income unless a portion is a reimbursement for expenses. Exclude any portion that is a reimbursement for expenses.

| EXAMPLE 1  |   | EXAMPLE 2   |                  |
|--|---|---|------------------|
| Two-person TANF AU adopts a child. The child receives an Adoption Support Payment of \$1,000.                          |   | Three-person TANF AU adopts a child. The child receives an Adoption Support Payment of \$850.                     |                  |
| Step 1   |   |   |                  |
| \$1247<br>- 546<br>\$ 701  | Need Standard<br>- Payment Standard<br>= Disregard  | \$1467<br>- 642<br>\$ 825   |                  |
| Step 2   |   |   |                  |
| \$1000<br>- 701<br>\$ 299  | Adoption Support<br>- Disregard<br>= <b>Available</b> Adoption Support                        | 850<br>825<br>\$ 25   |                  |
| Step 3   |   |   |                  |
| \$ 546<br>- 299<br>247   | Payment Standard<br>- <b>Available</b> Adoption Support<br>= Grant amount with child included | 642<br>- 25<br>\$ 617   |                  |
| Step 4   |   |   |                  |
| \$440 ><br>247   | 2 Person Payment Standard<br>> Amount with adopted child included                             | 3-person Payment Standard < Grant with adopted child included.  | \$546 <<br>\$617 |
| In this example, <b>do not include</b> the adopted child in the TANF/SFA AU because it would reduce the AU's benefits. |   | In this example, <b>include</b> the adopted child in the TANF/SFA AU because it would increase the AU's benefits. |                  |

## 2. Bona fide loans:

Exclude bona fide loans for all programs. If a loan is not bona fide, count the money a client receives as unearned income for the month it is received. Determine if a loan is bona fide by getting proof of the loan. Examples of verification to prove that a loan is bona fide include:

- a. When the loan is through a bank, credit union, or other institution that loans money as a part of their business:

- (1) A copy of the formal loan agreement; or

- (2) A written agreement to repay the money within a certain timeframe; and
  - (3) Proof that the money came from a person or business that loans money.
- b. If the money is from a person or business who does not normally loan money, proof to show:
  - (1) That the borrower understands they must repay the loan either with or without interest;
  - (2) The client's intent to repay by promising real property, personal property, or anticipated income; or
  - (3) A timetable and plan for repayment with details of the plan to repay the loan when anticipated income is received.
- c. If there isn't a formal written loan agreement, accept a written statement from the client and the lender about the terms of the loan. Request additional verification if the proof the client provides is questionable.

**NOTE:** If you accept a written statement about the terms of a loan, inform clients that you or someone from the department will contact the person or business that made the loan to confirm the statement if you have questions about the loan or if the case is reviewed by Quality Assurance staff.

**NOTE:** For information on how to request additional verification and how much time a client has to provide verification, see **VERIFICATION**.

### 3. **Court-ordered payments:**

Count payments made to a client by order of the court as follows:

- a. If the client receives the funds as a one-time payment, count the funds as a lump-sum payment.

- b. If the client got or will get more than one payment, count the payments as unearned income.

**NOTE:** See **LUMP SUM PAYMENTS** to decide how a lump sum payment affects a client's benefits.

4. **Dividends and interest:**

Dividends

Count dividends as income for the month we anticipate clients will receive them.

Interest

- a. Count interest income as unearned income unless the interest is earned on:
  - (1) Individual Development Accounts under WAC 388-470-0065. Exclude interest earned on IDAs; or
  - (2) Native American benefits excluded under WAC 388-450-0040. Exclude interest earned on benefits excluded under WAC 388-450-0040.
- b. Give the client the choice of whether you:
  - (1) Budget the income for the month you anticipate they will get it; or
  - (2) Prorate the income over the certification period.
- c. If a client does not report interest income and the department finds out about the income, count the interest as income for the month the client received it.

5. **Foster care maintenance payments:**

- a. For TANF/SFA:
  - (1) If a child receives TANF and has been placed in temporary foster care for less than 90 days, the child may get foster care assistance and stay on the TANF grant. Exclude the foster care assistance;

- (2) If a child is placed with a non-parental relative, give the relative a choice between foster care assistance or a TANF/SFA grant for the child. If the relative chooses to get foster care and is in need, treat the foster child as a dependent child to establish the relative's eligibility for TANF/SFA. Exclude the foster child's income and resources.
- b. For food assistance, a client can choose to include the foster child in the AU or exclude them.
  - (1) If the AU includes the foster child, count the foster care maintenance payment as unearned income to the AU; or
  - (2) If the AU does not include the foster child, exclude the foster care maintenance payment.

**NOTE:** Explain to the client how each choice will affect food assistance benefits.

**6. Funds for shared household costs:**

- a. When a client holds money for another person's personal obligation such as a car payment, credit card, or auto insurance, treat the money for the other person's obligations as funds held for the other person.
- b. When a client gets money for another person's or family's share of household costs, determine if the money is excluded using the table "When we exclude money for shared household costs".

| When we exclude money for shared household costs |  |   |
|--|--|---|
| 1.   | <p>For <i>cash assistance</i>, exclude money given to a client for shared household costs when <b>the money</b>:</p> <p>For <i>food assistance</i>, exclude money given to a client for shared household costs when the client meets the requirements of section 2 below and <b>the money</b>:</p> | <ul style="list-style-type: none"> <li>• Is not for legally obligated child support</li> <li>• Does not cause the AU's resources to be above the resource limits for more than 30 days after the funds are received</li> <li>• Is not available for the AU's use</li> </ul> |
| 2.   | <p>For <i>food assistance</i>, exclude money given to a client for shared household costs when the money meets the requirements of section 1 above and <b>the client</b>:</p>  | <ul style="list-style-type: none"> <li>• Does not own the residence</li> <li>• Is not buying the residence</li> <li>• Does not charge their roommates an amount above what the total rent is as shown on the lease</li> </ul>   |

**NOTE:** When AU A shares a residence with AU B, count the funds received by AU A as self-employment earned income if AU A:

- Owns or is buying the residence regardless of the amount of rent charged to AU B; or
- Rents or leases the residence and charges AU B a rent amount that is more than the entire cost of renting or leasing the residence.

In these situations, AU A has roomers.

See **INCOME - Special Income Types** to decide what self-employment deductions can be allowed for clients with roomers.

See **INCOME - Effect on Eligibility and Benefit Level** to decide what shelter deductions to allow for roomers and clients with roomers.

## 7. In-kind income

- For cash assistance:

- (1) When clients work to get something of value other than cash, count the value of the item received as earned income. Clients get earned income in kind when they work in exchange for things like:
  - (a) Rent;
  - (b) Furniture;
  - (c) A car; or
  - (d) Any other item of value.
- (2) If clients do not get full ownership of the item in a single month, count the amount the client earns toward ownership as income for the month.

**EXAMPLE**

Client works for their cousin in exchange for a used car owned by the cousin. The client agrees with the cousin that the car is worth the Kelly Blue Book stated value of \$1000. The client works six hours each week. The client and the cousin agree the hours worked amount to \$200 toward the car each month. Count \$200 as earned income in kind for each month until the client has worked off the debt. After the client and the cousin agree the debt for the car has been paid, count the vehicle as a resource.

- b. For food assistance, exclude in-kind income unless the client's available income is diverted to an in-kind source. If clients have income diverted to in-kind income, count the diverted income as income to the AU.

**EXAMPLE 1**

Client works at a service station and gets auto parts and gasoline from work. The owner deducts the cost of the items from the client's gross pay of \$700 a month. This income would be available to the client if they had not purchased the products. Count the client's entire gross earnings as earned income for the month.

**EXAMPLE 2**

Client works as the manager of a mobile home park. The owner states the client's income is \$350 a month to manage the park. The pay stubs show \$200 as the value of the client's space rent and \$150 as taxable income. Since the landlord does not consider the \$200 as taxable income, consider it as earned income in kind. Exclude the \$200 allowance and do not allow the \$200 as a shelter expense. Count the \$150 as earned income.

**EXAMPLE 3**

Client works for their landlord. The landlord deducts the client's rent of \$500 from their wages and keeps this as payment for the rent. Sometimes the amount the landlord deducts is a portion of the wages, and other times the deduction is all of the client's wages. Because the landlord deducts the rent from the client's pay, the rent amount is not an in-kind benefit. Count the client's taxable earnings as earned income. Since we count this income, allow the rent amount as a shelter cost.

**8. Joint bank accounts:**

- a. When a client has a joint bank account or is holding funds for someone else, determine what funds belong to the client. See **Worker Responsibilities of INCOME - Ownership and Availability** to determine what funds belong to the client.
- b. If the client uses more than their share of the money in the account, count the money the client uses above the client's share as unearned income to the AU.



**9. Military pay:**

- a. Count the following allowances as earned income:
  - (1) Basic allowance for housing (BAH); and
  - (2) Basic allowance for subsistence (BAS).
- b. Exclude the following allowances or in-kind benefits:
  - (1) Clothing maintenance allowance (CMA);
  - (2) Base housing or barracks;
  - (3) Meals; and
  - (4) Reimbursement or an allowance for transportation or moving costs.
- c. Advance pay:
  - (1) Count advance pay as earned income for the month received, unless it is requested for travel.
  - (2) If advance pay is requested for travel, exclude the amount that is to reimburse actual travel expenses. Count any excess as earned income for the month received.
- d. Count enlistment and re-enlistment bonuses as earned income for the month received.

**10. Money received for an absent or non-household member:**

- a. Exclude income the AU receives for the care and maintenance of an absent or non-household member as long as the AU doesn't keep the income. Examples of income for absent or non-household members include:
  - (1) CPI payment for a member of a multi-person grant;

- (2) Child support received for a child that is temporarily out of the home or not on the TANF grant;
  - (3) Child support for an ineligible child;
  - (4) SSI benefits for a couple when one of the spouses is in a nursing home; and
  - (5) SSDI paid to a relative as the protective payee.
- b. If the AU keeps a portion of the income, count the portion the AU keeps as unearned income for the month the client receives the income and as a resource in the next month.

**11. Money withheld for repayment (food assistance):**

- a. If clients have money withheld from their benefits to recover an overpayment from the same income source, exclude the amount that is withheld from the client's gross benefit. Count the net benefit amount as income to the AU.
- b. If the money is withheld due to an intentional violation of a federal or state means-tested program, count the amount being withheld to recover the benefit as unearned income. Count the gross benefit amount as income to the AU. Some means-tested programs include TANF, GA-U, and SSI.
- c. SSA does not determine intent of an overpayment. Assume that the overpayment of SSI or SSA benefits is unintentional unless there is something to clearly indicate otherwise.

**EXAMPLE 1**

A client has a SSI overpayment. A portion of their SSI benefits is being withheld to recover the overpayment. The SDX does not show anything to indicate that the overpayment is intentional. We do not have to contact SSA to determine intent. Exclude the amount being withheld as income and count the net benefit amount as income to the AU.

**EXAMPLE 2**

A client was getting Unemployment Compensation while working “under the table” and not reporting her income to Employment Security. When ES discovered this, they stopped her UC payments. She is now receiving UC again. ES is withholding \$50 per week to repay the overpayment. If she starts to receive TANF or FS, exclude the \$50 because UC is not a state means-tested program.

### EXAMPLE 3

A client received SSI until his SSDI was approved. The client had an overpayment for his SSI, so he agreed to have the money withheld from his SSDI payment. Count the entire SSDI amount as unearned income because the repayment was not from the same income source. Although SSI and SSDI are both authorized under SSA, they are distinct programs and considered separate sources.

#### 12. Real estate / mortgage sales and contracts:

- a. When a client sells real estate that they owe money on under a mortgage or contract, and the client carries the contract for the new buyer, count the proceeds from the sale as unearned income for all programs after subtracting any amount paid for:
  - (1) Insurance;
  - (2) Property taxes; and
  - (3) Interest on the prior purchase.
- b. For cash assistance, look at the value of the contract to decide if the AU is eligible for assistance:
  - (1) If the value of the contract causes the resources of the AU to exceed the resource limit, the AU is ineligible for benefits.
  - (2) If the total resources are below the resource limit, the AU is resource eligible for benefits. Count payments from the contract as unearned income.

**13. Reimbursements for out-of-pocket expenses.**

Exclude reimbursements for a client's past or future out-of-pocket expenses. Reimbursements are not a gain to the household. Examples of some reimbursements we exclude as income are:

- a. Work or training expenses;
- b. Title XX services (such as CHORE services);
- c. HUD and FMHA utility allowances; and
- d. Family Support Program reimbursements for disability-related items for developmentally disabled children.

**NOTE:** For health insurance reimbursements, see **THIRD PARTY LIABILITY and LUMP SUM PAYMENTS**.

**14. Time-loss benefits through Labor and Industries:**

| <b>How to treat time-loss benefits paid through Labor and Industries</b> |  |
|--|--|
| TANF/SFA, RCA, GA-H and TANF/SFA:  | Earned income when the person remains employed during recovery from a temporary illness or injury pending return to the job; or<br><br>Unearned income when the person is not expected to return to the same job after recovery. |
| GA-U and food assistance:  | Unearned income.   |

**15. Vendor or third party payments:**

- a. Exclude support payments made directly to a third party for a household expense when:
  - (1) The court order or other legally binding support or alimony agreement states that the support must go to the third party. For example, a support court order states that the absent parent must pay all or a portion of the court-ordered support directly to a landlord; or

- (2) There is no court order for support. For example, a separated parent pays the house payment of the parent remaining in the home when there is no court order; or
  - (3) The payment is more than the court-ordered amount. For example, an absent parent pays \$50 over the court-ordered support to the landlord.
- b. For food assistance, count money that is legally obligated and payable to the household but has been diverted to a third party as income to the AU. Count the payment as:
  - (1) Earned income if employment or self-employment income was diverted; or
  - (2) Unearned income if the money was not earned by employment or self-employment.

**EXAMPLE 1**

If a non-custodial parent pays their child support obligation to the client's landlord instead of paying the client, count this payment as unearned income to the AU for food assistance.

**EXAMPLE 2**

Client works at a gas station. They fill up their tank and get their lunch at the attached convenience store. The owner deducts the cost of the gas and food from the client's pay. The income is legally obligated to the client even though they choose to spend it before they receive their check. Count the gross income as earned income to the AU for food assistance.

**ACES PROCEDURES**

- 1. Enter unearned income on the (UNER) screen. There is a (UNER) screen for each client.
  - a. Enter the source of the unearned income in the **SRCE** field. Press <F1> for

valid values. The correct valid value for Social Security is based on the BIC of the claim number.

- b. If you know that a client's income is expected to end, enter the date you expect the client to receive the last payment for this source of income in the **END DATE** field.
- c. Enter the claim number under which the client receives the unearned income. IV-D numbers can also be listed here for DCS accounts.
- d. Enter a [Y] in the **SEP** field if this income is considered separate property. See **INCOME - Ownership and Availability** to determine if income is separate property.
- e. If the client is eligible for unearned income expenses, enter the expense type in the **EXP** field and the amount of the expense in the **EXP AMT** field. Press <F1> for valid values of source and verification. ACES reads the expense as a monthly amount (just like anticipating monthly) regardless of the method you choose to budget the income.
- f. Enter the income method for this source of income in the **INC MTHD** field. Press <F1> for valid values.
- g. If you are averaging using the CO method, enter how often the income is received in the **FREQ** field. Press <F1> for valid values.
- h. Enter the gross amount of the unearned income. Press <F1> for valid values for verification.

**NOTE:** ACES will generate the valid value [BX] for Social Security income after the BENDEX Interface updates the (UNER).

- i. Enter income in the **EXTRA** field for an anticipated one-time payment that is not taken into consideration by the income method. (Such as a cash gift over \$30.00 or gambling winnings.) ACES budgets income entered in this field as a monthly amount (just like anticipating monthly) regardless of the method you choose for the income source. ACES will delete this income at deadline for the following month. It does not carry forward to the next ongoing month.

- j. Complete the **APPL/BEN TYPE** field when clients have applications with or are receiving benefits from other agencies. Enter the type of benefit in the **APPL/BEN TYPE** field. Enter the status of that application or benefit in the **STAT** field and the date that status became effective in the **DATE** field. Press <F1> for valid values of benefit type and status. This field is most often used for DACs (Disabled Adult Children). In order for the income of DAC to be budgeted correctly, enter [SI] in the **APPLY/BEN TYPE** field, [C] in the **STAT** field, and the date their SSI was terminated.
  - k. Enter a [Y] in the **MORE** field to bring up additional (UNER) screens.
  - l. To look up additional information about the client, press <F20> to access the [LMEN].
  - m. Enter any additional information the worker may need on the (REMA) screen behind the (UNER).
  - n. After you press <TRANSMIT> to go to the next screen, ACES uses the income method, the amounts entered, and the frequency code (if you averaged using conversion) to determine the monthly amount for this source of income. To review the amount ACES calculated, press <F7> to return to the (UNER) screen. The amount calculated is displayed in the **CALC INC** field.
2. Enter earned income on the (EARN) screen. Each client in the AU has their own (EARN) screen.
- Use the (EARN) screen to enter information about the client's employment, pay frequency, income method, earnings, hours worked, work expenses, voluntary quit information, and roomers and boarders.
- a. Enter the employer's name, address, and phone number.
  - b. Enter the type of earned income in the **INC TYPE** field. Press <F1> for valid values.
  - c. Enter the start date of employment or self-employment in the **BEGIN DT** field.

- d. If the earnings have ended, enter the date the **income** stopped in the **END DT** field.
- e. Enter the income method for this source of income in the **INC MTHD** field. Press <F1> for valid values.
- f. If you are averaging using the CO income method, enter how often the income is received in the **FREQ** field. Press <F1> for valid values.
- g. Enter the gross amount of the earned income on the **AMT1 - AMT 4** fields. Enter hours worked for the pay shown in the pay in the **AMT** field in the **HRS** field. Press <F1> for valid values of verification.
- h. Enter income in the **EXTRA** field for an anticipated one-time payment that is not taken into consideration by the income method. (Such as a bonus or an extra periodic check when you use anticipating monthly.) ACES will budget income entered in this field as a monthly amount (just like anticipating monthly) regardless of the method you choose for the income source. ACES will delete this income at deadline for the following month. It does not carry forward to the next ongoing month.
- i. If the client is eligible for earned income expenses, enter the expense type in the **EXP** field and the amount of the expense in the **EXP AMT** field. Press <F1> for valid values of source and verification. ACES will budget this expense as a monthly amount (just like anticipating monthly) regardless of the method you chose for the income source.
- j. If a client stops a job, you must complete the **VOLUNTARY QUIT** fields.
  - (1) Enter [Y] or [N] in **IND** field based on if the client voluntarily quit their job. If yes:
  - (2) Enter the date the client voluntarily quit the job.
  - (3) In the **WAGES/HRS** field, type [Y] or [N] to answer the question: Was the client working at least 20 hrs/wk or have weekly income equal to the federal minimum wages times 20?
  - (4) Enter [Y] or [N] for good cause in the **GOOD CAUSE** field.



- (5) If the client does not have good cause, enter the number of the voluntary quit offense.
- k. If the residence contains boarders, enter the number of rooms rented in the **RENT RMS** field. Enter the total number of rooms in the residence in the **BEDRMS** field. Enter the number of boarders in the residence in the **BRDRS** field.
- l. Enter a [Y] in the **SEP** field if this income is considered separate property. See **INCOME - Ownership and Availability** to determine if income is separate property.
- m. After you press <TRANSMIT> ACES uses the income method, amounts entered, and frequency code (if you averaged using conversion) to determine the monthly amount for this source of income.
- n. Review the amount ACES calculated on the **CALC INC** field. If the amount is not what you expected to be calculated for this income, review your choice of income entered in the **AMT** fields, the income method, and frequency. Press <TRANSMIT> to continue to the next screen.
- o. Document relevant information about the client's employment and income on the (REMA) screen behind the (EARN) and/or the (EDOC) screen based on your region's documentation requirements. Be sure to include all information you need to justify the amount of income you budget such as:
  - (1) Income you identified;
  - (2) Method used to calculate income;
  - (3) Reason for choosing the method;
  - (4) Verifications you received; and
  - (5) How the income you budgeted most accurately reflects the client's expected circumstances.

## TREATMENT OF INCOME CHART

\* - Additional Information located in Worker Responsibilities

**NOTE:** A blank box means that no information is available at this time.

| INCOME TYPE                                      | CASH ASSISTANCE & TANF/SFA-RELATED MEDICAL  | FOOD ASSISTANCE  | SSI-RELATED MEDICAL |
|--|---|--|---------------------|
| Adoption Support*                                | Unearned - When child is in AU<br><br>Excluded - When child is not in AU  | Excluded - Reimbursement<br><br>Unearned - Monthly payment                 | Excluded            |
| Adult family home income                         | See WAC 388-450-0080, Self-employment income - General rules.   |  |                     |
| Advance on wages (draws)                         | Earned  |  |                     |
| Agent Orange Act of 1991 Payments                | Excluded  | Unearned - Monthly payments<br><br>Lump sum - See <b>LUMP SUM PAYMENTS</b> | Excluded            |
| Agent Orange disability payments, PL 101-201     | Excluded  |  |                     |
| Alaska Permanent Fund distributions              | Unearned  |  |                     |
| Alimony or spousal maintenance                   | Excluded - When client receives TANF/SFA and payment is included with child support order.<br><br>Unearned - All other payments |  | Unearned            |
| AmeriCorps income                                | See WAC 388-450-0045, Income from employment or training programs.  |  |                     |
| AmeriCorps/VISTA income                          | See WAC 388-450-0045, Income from employment or training programs.  |  |                     |
| Annuity  | Unearned  |  |                     |
| Assistance from other agencies and organizations | See WAC 388-450-0055, Assistance from other agencies and organizations.   |  |                     |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z**
**Income**

| INCOME TYPE  | CASH ASSISTANCE & TANF/SFA-RELATED MEDICAL   | FOOD ASSISTANCE   | SSI-RELATED MEDICAL  |
|--|--|---|--|
| Austrian General Social Insurance Act payments under section 500 - 506               | Excluded   |   | Excluded<br><br>Unearned - Interest received on these payments |
| Back child support   | See Child Support in this table  |   |  |
| Blood or plasma sales  | See WAC 388-450-0080, Self-employment income - General rules.  |   |  |
| Bona fide loans*   | Excluded   |   |  |
| Bonus  | Earned- When received as an employee.<br><br>Unearned - When received on an ongoing basis after employment has terminated.<br><br>See <b>LUMP SUM PAYMENTS</b> - When received as one-time-payment after employment has terminated | Earned- Incentive bonus based on employee performance<br><br>Unearned - All other bonus |  |
| Bureau of Indian Affairs (BIA) general assistance                                    | See WAC 388-450-0040, Native American benefits and payments.   |   |  |
| Burial fund increase   | Excluded - See <b>RESOURCES</b>  |   | Excluded   |
| Cash benefits reduced as a result of sanction or non-cooperation.                    | N/A  | Unearned  |  |
| Cash payments from a government, public, or private medical or social service agency | See specific income type   |   | Excluded   |
| Cash prizes, awards, lottery winnings  | See <b>LUMP SUM PAYMENTS</b>   | Unearned  |  |
| CEAP   | N/A  | Excluded  |  |
| Census Bureau Income received by <b>temporary</b> employees                          | Excluded – <b>(Cash)</b> If received between 2-1-00 and 6-30-00<br><br><b>(Medical only)</b> If received between 2-1-00 and 12-31-00   | Excluded – If received between 2-1-00 and 12-31-00                                      |  |
|  | Earned – If received at any other time   |   |  |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z**
**Income**

| INCOME TYPE   | CASH ASSISTANCE & TANF/SFA-RELATED MEDICAL                                      | FOOD ASSISTANCE   | SSI-RELATED MEDICAL |
|---|---|---|---------------------|
| Charitable cash donations   | See WAC 388-450-0055, Assistance from other agencies and organizations.         | Excluded - The first \$300 in a Federal Fiscal Year (FFY begins October 1)  |                     |
| Child support   | Excluded - TANF/SFA recipients  |   | Unearned            |
|   | Unearned - Non-TANF/SFA   |   |                     |
|   | Unearned - TANF/SFA applicant that received payment before benefits are opened. | Unearned - SSI child regardless of TANF/SFA status  |                     |
| Child support paid by the client  | Disregarded - See <b>INCOME</b> – Allocation and Deeming                        | Disregarded - See WAC 388-450-0185, General information regarding income deductions for food assistance programs. |                     |
| Civil liberties payments, PL 100-383. Restitution payments made under the Wartime Relocation of Civilians Act | Excluded  |   |                     |
| COLA increases in Title II SSA benefits   | Unearned  |   | Excluded            |
| Combat Veteran Program Funds  | Excluded  |   |                     |
| Crime Victims Compensation Fund funded under PL103-322 (Whether ran by state or federal program.)             | Excluded  |   |                     |
| Crime Victims Compensation (State-funded benefit through L&I)   | Unearned - Amount paid to replace lost wages                                    |   |                     |
|   | Reimbursement * - See Reimbursements in this table                              |   |                     |
| Deemed income from an alien's sponsor   | Unearned  |   |                     |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z**
**Income**

| <b>INCOME TYPE</b>   | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>   | <b>FOOD ASSISTANCE</b>  | <b>SSI-RELATED MEDICAL</b> |
|--|---|---|----------------------------|
| Disaster assistance to farmers when authorized under the Secretary of Agriculture under PL 100-387 | Excluded  |   |                            |
| Disaster relief & emergency assistance under PL 93-288, amended by PL100-707                       | Excluded  |   |                            |
| Disaster Unemployment Assistance (DUA)   | Excluded  |   |                            |
| Diversion Cash Assistance (DCA)  | N/A   | Excluded - See <b>LUMP SUM PAYMENTS</b>   |                            |
| Dividends or interest*   | Unearned  |   |                            |
| Drug (illicit) sales   | Earned – Minus self-employment expenses   |   |                            |
| Earned income of a child   | See WAC 388-450-0070, A child's earned income.  |   |                            |
| Earned income incentives and disregards for cash assistance  | See WAC 388-450-0170, TANF/SFA earned income incentive & deduction.<br>See WAC 388-450-0175, GA-U earned income incentive & deduction.<br>N/A - Food Assistance |   |                            |
| Earned income-in-kind*(working in exchange for rent, vehicle, TV)                                  | Earned  | Excluded<br><br>Earned- If available income was diverted to in-kind income.                         | Earned                     |
| Earned income of an ineligible or non-applying student under age 21.                               | N/A   | Earned- If the person is included in the AU or their income must be budgeted against the assistance | Excluded                   |
| Earned Income Tax Credit (EITC)  | Excluded - See <b>RESOURCES</b>   |   |                            |
| Economic Opportunity Act   | Earned  |   |                            |
| Educational benefits   | See WAC 388-450-0035, Educational benefits.   |   |                            |
| Egg or sperm donation  | See WAC 388-450-0080, Self-employment income - General rules.   |   |                            |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z****Income**

| <b>INCOME TYPE</b>  | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>   | <b>FOOD ASSISTANCE</b>   | <b>SSI-RELATED MEDICAL</b> |
|---|---|--|----------------------------|
| Emergency Additional Requirement Payments authorized to TANF/SFA & RCA clients                      | N/A   | Excluded - When paid to a third party<br><br>Unearned – When paid directly to client |                            |
| Employment or training payments   | See WAC 388-450-0045, Income from employment or training programs.  |  |                            |
| Energy assistance payments (LIHEAA)   | Excluded  |  |                            |
| Fellowship with work requirements   | Earned  |  |                            |
| First \$20 per month of a client's earned or unearned income.                                       | N/A   |  | Excluded                   |
| First \$65 per month of a client's earned income, plus one half of the remaining income             | N/A   |  | Excluded                   |
| Flexible benefits   | Earned- When client has option to cash out – (Count the amount client can receive as cash whether or not they choose to receive the benefit in cash.) See <b>INCOME-</b> Ownership and Availability |  |                            |
| Food Assistance benefits under the Food Stamp Act of 1977   | Excluded  | N/A  | Excluded                   |
| Food Assistance income deductions   | N/A   | Disregarded  | N/A                        |
| Food Service Program for Children under the National School Lunch Act of 1966, PL 92-433 and 93-150 | Excluded  |  |                            |
| Foster care maintenance payments*   | Excluded  | Unearned - When child is in AU<br><br>Excluded - When child is not in AU             |                            |
| Foster care retainer fees   | Earned  | Unearned   | Earned                     |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z****Income**

| <b>INCOME TYPE</b>  | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>  | <b>FOOD ASSISTANCE</b>                  | <b>SSI-RELATED MEDICAL</b> |
|---|--|---|----------------------------|
| Foster Grandparents Program under Title II of PL 93-113   | Excluded   |   |                            |
| Funds for shared household costs*   | Excluded   |   |                            |
| Gate money from adult corrections   | Unearned   | Excluded - See <b>LUMP SUM PAYMENTS</b> |                            |
| Gambling winnings   | Unearned   |   |                            |
| Gifts   | See WAC 388-450-0065, Gifts – Cash and non-cash.       |   |                            |
| Gifts to children with life-threatening conditions under PL 105-306   | N/A  |   |                            |
| HUD Community Development block grant funds   | Excluded   |   |                            |
| HUD rental or utility subsidies under Section 8   | Excluded   |   |                            |
| Income of a client's ineligible or non-applying spouse received from a government agency (i.e., CHORE services) | See specific income type                               |   | Excluded                   |
| Income specifically excluded from being counted as income under federal law                                     | Excluded   |   |                            |
| Income Tax refund   | Excluded - See <b>LUMP SUM PAYMENTS</b>                |   | Excluded                   |
| Income used to produce self-employment income   | See WAC 388-450-0080, Self-employment – General rules. |   |                            |
| Income that causes a client to lose SSI eligibility solely due to a reduction in the state supplement (SSP)     | See specific income type                               |   | Excluded                   |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z****Income**

| <b>INCOME TYPE</b>   | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>              | <b>FOOD ASSISTANCE</b>   | <b>SSI-RELATED MEDICAL</b>   |
|--|--|--|--|
| Individual and Family Grant Program payments                   | N/A  | Excluded   |  |
| Infrequent or irregular income                                 | Excluded - Up to \$30 per quarter                                  | Excluded - Up to \$30 per quarter<br><br>Unearned - Entire amount if greater than \$30.  | Excluded - Up to \$10 earned per quarter<br><br>Excluded - Up to \$20 unearned per quarter |
| Insurance settlements  | Excluded - See <b>LUMP SUM PAYMENTS</b>                            |  | Excluded   |
| Interest received on repayments made to the client             | Unearned   |  |  |
| Investment income  | Unearned   |  |  |
| Job Corps income   | See WAC 388-450-0045, Income from employment or training programs. |  |  |
| Joint bank accounts*   | Unearned - If client withdraws more than their share of money.     |  |  |
| JTPA Income  | See WAC 388-450-0045, Income from employment or training programs. |  |  |
| Jury duty income   | Excluded   | Excluded – Reimbursement<br><br>Earned- Daily pay over a period of time<br><br>One-time Payment - See Infrequent or Irregular Income in this chart | Unearned   |
| Life estate income   | Unearned   |  |  |
| Loan repayments made to client (principal only)                | Excluded   |  |  |
| Low-Income Home Energy Assistance Act (LIHEAA) under PL 99-425 | Excluded   |  |  |

\* - Additional Information located in Worker Responsibilities



**ELIGIBILITY A-Z****Income**

| <b>INCOME TYPE</b>  | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>  | <b>FOOD ASSISTANCE</b>  | <b>SSI-RELATED MEDICAL</b>             |
|---|--|---|--|
| Lump Sum Payments   | Unearned - See 388-455-0015 How lump sum payments are counted as income for cash assistance and TANF/SFA-related medical assistance. | Excluded - See WAC 388-455-0005 How lump sum payments affect benefits.<br><br>Unearned - If a cash gift, See WAC 388-450-0065 Gifts - Cash and noncash. |  |
| Maternity leave pay (client still employed)   | Earned   |   |  |
| Meals   | Disregarded- When provided by employer at no charge<br><br>Earned- When deducted from paycheck by employer                           |   | Earned- When received in lieu of wages |
| Military pay*   | Earned   |   |  |
| Money excluded by the SSA in a Plan for Achieving Self-Support (PASS) Under PL 102-237              | Excluded   |   |  |
| Money received for an absent or non-household member*   | Excluded<br><br>Unearned - Any portion retained by the AU  |   |  |
| Money withheld for repayment*   | Excluded   | Unearned - Intentional non-compliance with federal or state means-tested program overpayments.<br><br>Excluded - All other overpayments                 |  |
| Monthly allowances paid to children of Vietnam veterans who are born with spina bifida , PL 104-204 | Excluded   |   |  |
| Native American benefits and payments   | See WAC 388-450-0040, Native American benefits and payments.   |   |  |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z****Income**

| <b>INCOME TYPE</b>  | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>               | <b>FOOD ASSISTANCE</b>   | <b>SSI-RELATED MEDICAL</b>                                   |
|---|---|--|--|
| Ongoing Additional Requirements   | Excluded  | Excluded Amount for service animal food<br>Unearned – All other ongoing additional requirements. |  |
| On-the-job training wages   | See WAC 388-450-0045, Income from employment and training programs. |  |  |
| Panhandling   | Unearned  |  |  |
| Payments under the Child Nutrition Act of 1966 PL 89-642**  | Excluded  |  |  |
| Payments from the Dutch Government under the Netherlands' Act on Benefits for Victims of Persecution (WUV)                                | Excluded  |  | Excluded<br><br>Unearned - Interest earned on these payments |
| Payments under the Federal Republic of Germany's Law for Compensation of National Socialist Persecution or German Restitution Act         | Excluded  |  | Excluded<br><br>Unearned - Interest earned on these payments |
| Payments to persons age 55 and older under the Community Services Employment Program under Title V of the Older Americans Act of 1987.*** | Excluded  |  |  |
| Pensions  | Unearned  |  |  |
| Prostitution  | Earned – Minus self-employment expenses                             |  |  |
| Public assistance(including tribal TANF)  | Unearned  |  |  |
| Radiation exposure compensation under PL 101-426  | Excluded  |  |  |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z**
**Income**

| <b>INCOME TYPE</b>   | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>  | <b>FOOD ASSISTANCE</b>   | <b>SSI-RELATED MEDICAL</b> |
|--|--|--|----------------------------|
| Railroad Retirement Benefits (RRB)                                 | Unearned   |  |                            |
| Real estate / mortgage sales and contracts *                       | Contract - See <b>RESOURCES</b><br><br>Unearned - Payments from contract   | Unearned   |                            |
| Re-Employ Washington Workers (RWW) cash incentive                  | N/A  | Unearned   | N/A                        |
| Refund by any public agency of taxes paid on real property or food | N/A  |  | Excluded                   |
| Reimbursements*  | Excluded<br><br>Unearned - Amounts in excess of expenses<br><br>Earned- Amount in excess of expenses when paid by employer | Excluded<br><br>Unearned - Amounts that cover normal living expenses   |                            |
| Rental or lease property income                                    | Earned- See WAC 388-450-0080, Self-employment – General Rules  | Earned- If managing 20 hours or more per week<br><br>Unearned -minus cost of doing business when clients manage property less than 20 hours per week.    |                            |
| Representative payee fees  | N/A  | Excluded - When set up by SSA for SSI/SSDI recipients(must not exceed the lesser of 10% of the monthly payment or \$25)<br><br>Unearned - For all others | Excluded                   |
| Residuals  | Earned   |  |                            |
| Retirement   | Unearned   |  |                            |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z**
**Income**

| <b>INCOME TYPE</b>  | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>         | <b>FOOD ASSISTANCE</b>          | <b>SSI-RELATED MEDICAL</b>                                   |
|---|---|---------------------------------|--|
| Retired Senior Volunteer Program (RSVP) under Title II of PL 93-113 | Excluded  |                                 |  |
| Retroactive benefits (SSA, SSI, PA, UC, and VA)                     | Excluded - See <b>LUMP SUM PAYMENTS</b>                       |                                 | Excluded   |
| Retroactive WCCC payments   | Excluded  | Excluded - See <b>RESOURCES</b> |  |
| Reverse mortgage  | Excluded  |                                 |  |
| Ricky Ray Hemophilia Relief Fund Act of 1998                        | Unearned  |                                 | Excluded<br><br>Unearned - Interest earned on these payments |
| Roomers and boarder income  | See WAC 388-450-0080, Self-employment income - General rules. |                                 |  |
| Royalties   | Unearned  |                                 | Earned   |
| Savings bond interest   | Unearned  |                                 |  |
| Securities income   | Unearned  |                                 |  |
| Security deposit refunds  | Excluded - See <b>RESOURCES</b>                               |                                 | Disregarded  |
| Self-employment income  | See WAC 388-450-0080, Self-employment income - General rules. |                                 |  |
| Self-employment income normally allowed as a deduction by the IRS   | See WAC 388-450-0080, Self-employment income - General rules. |                                 | Excluded   |
| Senior Companion Program under Title II of PL 93-113                | Excluded  |                                 |  |
| Settlements   | See <b>LUMP SUM PAYMENTS</b>                                  |                                 |  |
| Shared leave  | Earned  |                                 |  |
| Sick leave pay (client still employed)                              | Earned  |                                 |  |
| SSDI  | Unearned  |                                 |  |
| SSI   | Excluded  | Unearned                        |  |

\* - Additional Information located in Worker Responsibilities

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Income  
Treatment of Income – B. - 36

**ELIGIBILITY A-Z**
**Income**

| <b>INCOME TYPE</b>   | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b> | <b>FOOD ASSISTANCE</b>  | <b>SSI-RELATED MEDICAL</b>                                   |
|--|---|---|--|
| SSI-related client's income to meet the needs of an ineligible minor child | See specific income type                              |   | Excluded   |
| SSI State Supplement Payment (SSP)   | Excluded  | Unearned  | Excluded   |
| Strike benefits  | Unearned  |   |  |
| Strike benefits for picket duty  | Earned  | Unearned  |  |
| Student loans  | See WAC 388-450-0035, Educational benefits.           |   |  |
| Summer youth employment or training programs                               | Earned  | Excluded  |  |
| Support payment on behalf of a AU member(paid directly to a third party)   | See Vendor Payment in Clarifying Information          |   | Excluded   |
| Surrogate mother services  | Earned- Minus self-employment expenses                | Earned- Minus self-employment expenses and amounts that are a reimbursement for expenses. |  |
| Susan Walker v. Bayer Corporation, settlement funds                        | N/A   | Unearned - Monthly payments<br><br>Lump Sum, See <b>LUMP SUM PAYMENTS</b>                 | Excluded<br><br>Unearned - Interest earned on these payments |
| Tax rebates or special payments excluded under other laws                  | Excluded  |   |  |

\* - Additional Information located in Worker Responsibilities

Revision #84  
May 18, 2000

Income  
Treatment of Income – B. - 37

**ELIGIBILITY A-Z**
**Income**

| INCOME TYPE   | CASH ASSISTANCE & TANF/SFA-RELATED MEDICAL  | FOOD ASSISTANCE | SSI-RELATED MEDICAL                                   |
|---|---|-----------------|---|
| Time-loss compensation*   | <p>Earned- For all programs <b>except</b> GA-U when the client remains employed pending recovery and return to job; or</p> <p>Unearned - For GA-U clients and clients that won't return to employment after recovery.</p> <p>Unearned - If received as a dependent.</p> | Unearned        |   |
| Tips  | Earned  |                 | <p>Unearned - Under \$20</p> <p>Earned- Over \$20</p> |
| Title I, II, III of the Domestic Volunteer Act of 1973, PL 93-113   | See WAC 388-450-0045, Income from employment or training programs.  |                 |   |
| Title I of the Elementary & Secondary Education Act   | Earned  |                 |   |
| Title I of the National & Community Services Act of 1993 (NCSA) (includes AmeriCorp Programs & Higher Education Service - Learning Program) | See WAC 388-450-0045, Income from employment or training programs   |                 |   |
| Training allowances for GA-U clients  | See WAC 388-450-0045, Income from employment or training programs.  |                 |   |
| Training allowances from vocational and rehabilitation programs   | See WAC 388-450-0045, Income from employment or training programs.  |                 |   |
| Travel advances   | <p>Earned- If a contract exists</p> <p>Earned - minus expenses<br/>If no contract</p>   |                 |   |

\* - Additional Information located in Worker Responsibilities

**ELIGIBILITY A-Z****Income**

| <b>INCOME TYPE</b>   | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>                             | <b>FOOD ASSISTANCE</b>  | <b>SSI-RELATED MEDICAL</b> |
|--|---|---|----------------------------|
| Unearned income-in-kind (supplied)   | Excluded  |   | Unearned                   |
| Unemployment Compensation (UC) – before deductions   | Unearned  |   |                            |
| Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970, PL 94-646, section 218 | Excluded  |   |                            |
| Vacation pay   | Earned  | Earned- If still employed<br><br>If employment terminated:<br><br>Excluded - Lump Sum<br><br>Unearned - More than one payment |                            |
| Vendor payments*   | Excluded  |   |                            |
| Veteran Administration benefits (VA)   | Unearned  |   |                            |
| Veterans benefits for the veteran's dependent or aid & attendance                                      | Unearned  |   | Excluded                   |
| Victims of Nazi Persecution payments under PL 103-286  | Excluded  |   |                            |
| VOLAG payments   | Unearned - See WAC 388-450-0055, Assistance from other agencies or organizations. |   |                            |
| Wages, salaries, commissions, and profits  | E   |   |                            |

\* - Additional Information located in Worker Responsibilities

| <b>INCOME TYPE</b>  | <b>CASH ASSISTANCE &amp; TANF/SFA-RELATED MEDICAL</b>                             | <b>FOOD ASSISTANCE</b>   | <b>SSI-RELATED MEDICAL</b>       |
|---|---|--|----------------------------------|
| Witness pay   | Excluded - See WAC 388-450-0055, Assistance from other agencies or organizations. | Excluded - Reimbursement One-time payment - See Infrequent or Irregular income.<br><br>Earned- Daily pay over a period of time |                                  |
| Women, Infants, and Children benefits (WIC)               | Excluded  |  |                                  |
| Work experience wages from Employment Security Department | See WAC 388-450-0045, Income from employment or training programs.                |  |                                  |
| WorkFirst Supportive Service payments                     | See WAC 388-450-0045, Income from employment or training programs.                |  |                                  |
| WorkForce Training Funds - Training Completion (TECA)     | See WAC 388-450-0055, Assistance from other agencies and organizations.           | Unearned - May be reduced by educational expenses.   |                                  |
| Work-related expenses                                     | N/A   |  | Excluded - If impairment related |
| Work study  | See WAC 388-450-0035, Educational benefits.                                       |  |                                  |

\* Additional information found in Worker Responsibilities

\*\*

Programs Include:

- Special Milk;
- School Breakfast; and
- WIC

\*\*\* Programs Include:

- American Association of Retired Persons;
- Green Thumb;
- National Association for Spanish Speaking Elderly;
- National Council of Senior Citizens;
- National Council on Aging;
- National Council on Black Aging;
- National Urban League; and

\* - Additional Information located in Worker Responsibilities



- U.S. Forest Service.

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\* - Additional Information located in Worker Responsibilities

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